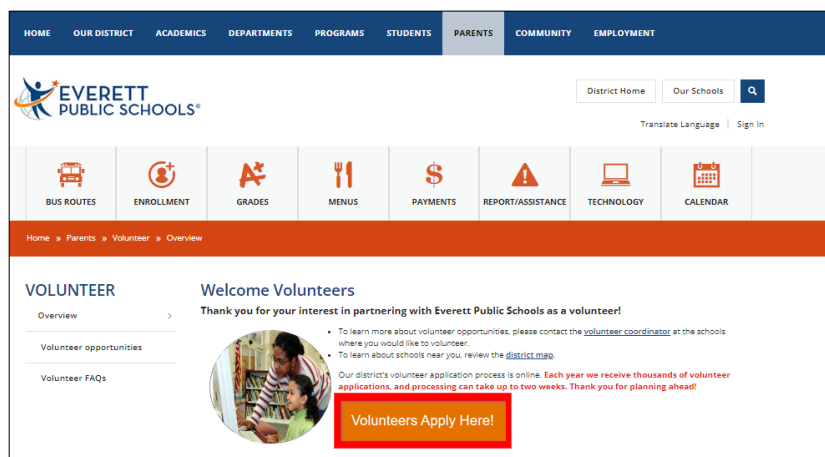


# Volunteer Application Process

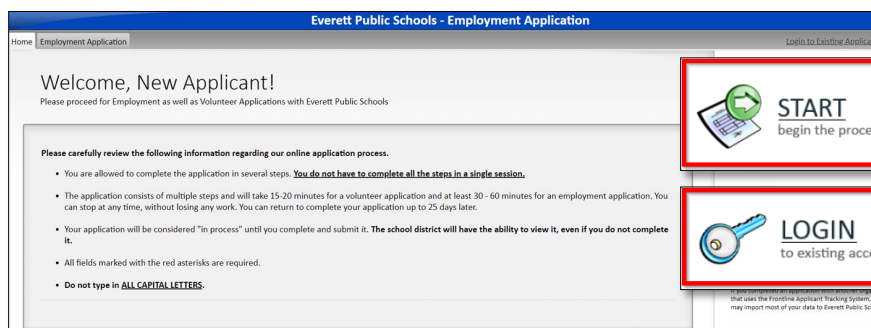
## Updating Birthdate

### Step 1. Go to Volunteer Webpage

<https://www.everettsd.org/volunteer>



### Step 2. Begin your online application



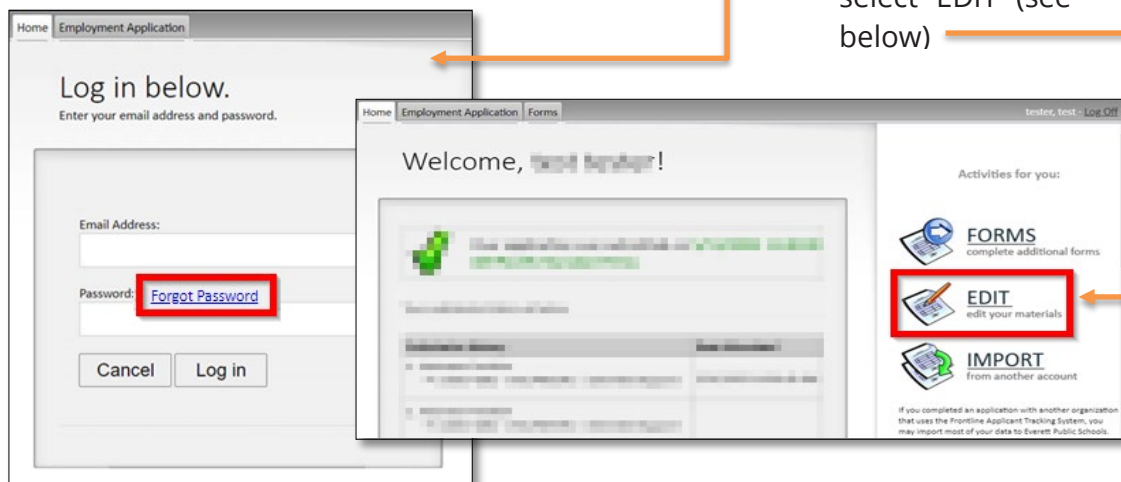
**Brand New to Volunteering?**  
Select "START"

**Renewing Volunteer Application?**  
Select "LOGIN."

Once logged in  
select "EDIT" (see  
below)

#### Forgot password?

Select "Forgot Password" and an e-mail will be sent to your e-mail to reset your password





## Step 3: Navigate to “Volunteer Interest Personal Info”

Home Employment Application tester, test Log Off

Navigation:

1. Personal Info
2. Current Employment Status
3. Postal Address
4. Vacancy Desired
- 5. Volunteer Interest Personal Info**
6. Extended Volunteer Disclosure Stmt
7. School Day Volunteer Disclosure Stmt
8. Volunteer Manual Review
9. Volunteer Safety Requirements
10. Confirmation

Fields preceded by a red asterisk (\*) are required.

Please answer the questions below.

\* Select a relationship (if applicable): Parent/Guardian

\* Birthdate (MM/DD/YYYY) \*Failure to provide a valid DOB in the format above may impede the approval of your application 10/03/1925

\* Gender Female

\* Please list ALL previous last names (maiden, previous married names, etc.) test

Preferred name

**Emergency Contact Information**

Contact name \* Mr. Tester

Contact phone number \* (555) 555-5555

Relationship to volunteer \* Spouse

**Please indicate your preferred locations(s) below**  
Maximum of 4

\* Preferred Choice 1 Cascade High School

Preferred Choice 2

Preferred Choice 3

Preferred Choice 4

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Save as Draft **Finish and Submit** Prev Page Next Page

Update Birthdate

**IMPORTANT:**  
Please use MM/DD/YYYY format

Select “Finish and Submit”



# Confirmation

*Review and update any  
“Attention Needed” items*

*Submit Application*

**Everett Public Schools - Employment Application**

Home | Employment Application | Forms | tester, test · Log Off

**Navigation:**

1. Personal Info
2. Current Employment Status
3. Postal Address
4. Vacancy Desired
5. Volunteer Interest Personal Info
6. Extended Volunteer Disclosure Stmt
7. School Day Volunteer Disclosure Stmt
8. Volunteer Manual Review
9. Volunteer Safety Requirements
- 10. Confirmation**

**Your application cannot be updated.**

There are omissions that prevent submission of your application. You must correct the following before you can submit your application.

*Tip:* After you correct a page use the "finish" button at the bottom of the window to return here.

Type	Message
<b>Attention Needed:</b>	<ul style="list-style-type: none"> <li>• <a href="#">Click here to update</a></li> <li>• <a href="#">Click here to update</a></li> </ul>

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Save as Draft | Finish and Submit | Prev Page | Next Page

**Everett Public Schools - Employment Application**

Home | Employment Application | Forms | tester, test · Log Off

**Navigation:**

1. Personal Info
2. Current Employment Status
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8. Volunteer Manual Review
9. Volunteer Safety Requirements
- 10. Confirmation**

**Your application is ready to be updated.**

Please read the following before submitting your application.

- You should [print preview](#) your application. You may need to [download](#) Adobe Acrobat if the print doesn't work. This is what district administrators will see.
- If you do not wish to submit your application yet, click [save as draft](#).
- If you want to mark your application as '**completed**' and submit it to Everett Public Schools for review, click the Submit button below. If you wish to make changes or add information, you can use the navigation on the left, or the following link, to [continue working](#).
- Upon submission, your application will become active in our files. You will be notified by email when your application expires so that you can log in and re-activate it if you wish.

**Submit application**

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Save as Draft | Finish and Submit | Prev Page | Next Page

Everett Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: **Title IX/Civil Rights Compliance Officer and ADA Coordinator**, Chad Golden, 425-385-4100, [CGolden@everettsd.org](mailto:CGolden@everettsd.org); **Section 504 Coordinator**, Dave Peters, 425-385-4063, [DPeters@everettsd.org](mailto:DPeters@everettsd.org).